



# KNIGHTDALE PUBLIC SAFETY COMMITTEE MEETING MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**December 17, 2014**

The Knightdale Public Safety Committee met at 6:00pm in the Council Chambers of Knightdale Town Hall.

Present: Councilman James Roberson, Councilman Mike Chalk

Staff Members Present: Seth Lawless, Town Manager; Tim Guffey, Fire Chief; Lawrence Capps, Police Chief

Councilman Roberson called the meeting to order at 6:00pm.

The minutes from the November 19<sup>th</sup> PS Committee meeting were reviewed and approved by the group.

Chief Capps discussed his intent to propose a defined purchasing plan for major capital outlay items (vehicles, radio communications, body cameras and RADAR devices). The proposal involves a 4-unit per year purchase cycle. The plan creates an 8 year replacement cycle for fleet vehicles and major operational equipment. Chief Capps outlined that an 8 year cycle ensures longevity while ensuring that the agency is able to keep pace with operational and technological changes. It also ensures that the agency is making preparations now for a major communications change set to occur in 2018.

Chief Capps informed the committee of his intent to request the construction of a storage facility as part of the police department's Capital Improvement Plan. If constructed within the next 3-5 years, the on-site facility would provide the agency much need storage space. The building provides a location to house the police GEM vehicle, bicycles and other large item no suited for storage in the station's property room. The plan also provides a space for critical evidence and records storage. The proposed structure would be built behind the Public Safety Building and offset the expansion of a growing police department.

Chief Capps announced the promotion of Tracy Solomon to Captain. Solomon will serve as the agency's Patrol Division Commander. Chief Capps informed the committee that his department was finalizing the employment of its newest officer, Donnell Jackson. The remaining position vacancies will continue to be advertised through the first of the year.

Chief Capps shared his desire to form a Community Relations Board for the police department. The chief envisions the board being comprised of 5-10 members representing various community interests within the Town of Knightdale. While the board has no authority to make policy or dictate agency decision making, they can be consulted for their perspective; particularly on police matters and initiatives that may have an impact on the community at large. The formation of such a board is in keeping with the organization's desire to continue its development of community partnerships.

Chief Guffey informed the committee that the Fire Department has made its grant application through FEMA to purchase new air packs. The grant totals \$169,000 with an anticipated match by the Town of Knightdale of \$8,000. Chief Guffey also discussed two fire service strategic plans headed by Wake

County government. The first plan was described as a Standard of Cover plan in which the county is developing a standard for how resources are utilized, distributed, staffed. Chief Guffey noted that such a plan may impact how fire services are provided in the Town of Knightdale. The second strategic plan is a Cost Share Analysis. The cost share was compiled by Wake County and pertains to municipal departments who contract with the county to "run together" and provide mutual fire services. It is unsure how this may affect the Town immediately, but future impact is likely.

Chief Guffey also informed the committee that Wake County has approved their revised Emergency Operations Plan. The new EOP will be presented before Council at a future, and will require the signature of the Mayor before implementation is finalized.

The meeting was adjourned at 6:45pm.



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Councilman James Roberson  
Committee Chairman